

Jacksonville Area Center for
Independent Living
60 E. Central Park Plaza
Jacksonville, IL 62650
217-245-8371
Rebecca W. McGinnis, Executive
Director

Board of Directors F. Y. 2004

President
Janinna Hendricks
325 W. Temple St.
Waverly, IL 62692
217-435-4011

Vice President
Maria Gonzalez
1010 W. State
Jacksonville, IL 62650
217-245-1523

Secretary
Mark Fielden
143 S. Main
Winchester, IL 62694
217-742-0027

Treasurer
Lusica Hankins
238 Webster
Jacksonville, IL 62650
217-243-5489

Directors
Daryl Darnell
404 James Creek Rd.
Jacksonville, IL 62650
217-245-5274

Charles Hicks Jr.
P.O. Box 916
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217-243-8246

Becky McGee
1255 old Route 36
Winchester, IL 62694
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Charles (Ron) Miller
824 Spates
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217-245-6944

Barb Nicholson
101 Rose of Sharon
Jacksonville, IL 62650
217-243-6807

Gail Olson
269 Finley
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Rick Pinkerton
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Jacksonville Area Center for Independent Living

BY-LAWS

Article I

NAME

The name of this agency shall be the **Jacksonville Area Center for Independent Living, Inc.**

Article II

DEFINITION

The Jacksonville Area Center for Independent Living (JACIL) is organized to operate a center for independent living to serve people with disabilities in Morgan, Scott, Cass and Mason counties. JACIL is to operate for non-profit purposes. JACIL is committed to enabling persons with disabilities to gain effective control and direction of their own lives in the home, in the workplace, and in the community. The JACIL goal is to stimulate and promote a growing sense of personal dignity through individualized programs designed to provide the tools necessary for maximum independence and community participation.

Article III

BOARD OF DIRECTORS

Section I. Powers. The management and administration of this agency shall be vested in a Board of Directors, hereinafter referred to as the Board.

Section 2. Number of Directors. The number of Directors shall not exceed fifteen (15) nor be less than eleven (11), of which not less than 51% will be persons with disabilities. The Board should represent as broad a spectrum of the population and geographic area as possible.

Section 3. Duties of the Directors. Directors shall:

1. Attend all meetings of the Board or notify the President or his/her designee prior to the time of the meeting of any reason(s) for non-attendance;
2. Keep the organization advised of any and all changes in the Director's address, telephone number and/or any other pertinent personal data;
3. Conduct themselves in such a manner as appropriate to the furtherance of the goals and

objectives of JACIL;

4. Serve on working committees as appointed by the President; and,
5. Not act in the name of the Board or JACIL without prior Board approval.

Section 4. Election and Term of Office of Directors. Directors shall be elected by the Board at the last meeting of the fiscal year, except for elections to fill unexpected vacancies, which may be held at any regularly scheduled Board meeting. Directors shall serve three (3) year terms. No Director shall serve more than two consecutive three-year terms.

Section 5. Vacancies. A Director elected to fill a vacancy on the Board shall be elected to the unexpired term of his/her predecessor in office by a vote of 51% of the members remaining on the Board.

Section 6. Removal of Directors. Any Director may be removed from office for non-performance of duties by a two-thirds (2/3) vote of the members of the Board.

Section 7. Regular Meetings. The Board shall meet regularly at least four times annually, said meetings to be scheduled so that there is never a period of more than three months without a Board meeting being held. The Board may meet more often as it, in its sole discretion, deems appropriate. The Board may provide by resolution for the time and place for the holding of said regular meetings.

Section 8. Special Meetings. Special meetings of the Board may be called by the President at any time deemed necessary by the President. Additionally, the President shall call a special meeting at the request of any three (3) Directors. The President may designate any place in the four county area as the place for holding said special meetings of the Board.

Section 9. Notice. Whenever possible, notice of any special meeting of the Board shall be given at least five (5) days prior thereto by written notice to each Director at his/her address as shown by the records of the organization. If the meeting is of an emergency nature, Directors shall be notified by telephone or electronic means with as much notice as possible. The purpose of any special meeting of the Board shall be as specified in the notice of such meeting and no other business may be transacted at such special meeting without the consent of 51% of the members of the Board.

Section 10. Quorum. A minimum of seven Directors shall constitute a quorum for the transaction of business at any meeting of the Board.

Section 11. Manner of Acting. The act of a majority of the Directors present at a meeting at which a quorum has been established shall be the action of the Board unless otherwise provided by law, these by-laws, or the standing rules of the Board.

Section 12. Informal Action. If absolutely necessary, any action requiring Board approval may be taken without a meeting. Such action must be written, and signed by a quorum of the

Directors, with each Director's vote on the action indicated next to his/her signature. Approval/disapproval of the action shall be determined by majority vote of the Directors signing.

Section 13. Conflict of Interest. Any conflict of interest or possible conflict of interest on the part of any Director must be disclosed to the other Directors and made a matter of record in the minutes of the Board. Should a Director have any conflict of interest, he/she shall, in advance of voting on any matter, announce that interest to the Board and refrain from taking any action upon the matter before the Board.

Section 14. Confidentiality.

Individual Directors. All directors shall agree to abide by the Center's policy regarding confidentiality of consumer information, and shall sign a statement to that effect.

Open/Closed Meetings. It is the intent of the organization to conduct its business in open sessions whenever possible. However, in those circumstances where the Board is discussing or acting upon matters with respect to litigation, implementation of security systems, negotiations of contract for property, real or otherwise, interviews with prospective employees, personnel matters, or any other matter which the Board feels must be dealt with in a confidential manner, the Board may close its meeting to the general public. An affirmative vote of the Board is necessary to close the meeting and any final action taken by the Board in closed meeting must be ratified in open meetings.

Section 15. Compensation. The Officers and Directors shall serve without compensation but may be reimbursed for their actual expenses when expended for and in the interest of the organization and approved in advance by the organization. Loans shall not be made by the organization to any director, shareholder, or member.

Article IV

OFFICERS

Section 1. Names and Qualifications. The officers of this organization shall be a President, a Vice-President, a Secretary, a Treasurer and a Past-President, and such other officers as the Board may from time to time create, all of whom, except for the Past-President, must be chosen from among the Directors and by the Directors from a slate drawn by the Nominating Committee. The Past-President shall be the person who most recently served as President.

Section 2. Term of Office. All officers shall serve for one year or until their successors have been elected. Officers may succeed themselves only once.

Section 3. Duties of Officers.

President - It shall be the duty of the President to preside at all meetings of the Board, to perform such other duties as usually pertain to the office of the President of an organization, and to serve as the chief administrator in the absence or inability of the Executive Director. The President is a member of all Standing Committees.

Vice-President - In the absence of the President or in the event of the President's inability or refusal to act, the Vice-President shall perform the duties of the President, and when so acting shall have all the powers of and be subject to all the restrictions upon the President. Any Vice-President shall perform such other duties as may, from time to time, be assigned by the President or by the Board.

Secretary - The secretary shall assure that all notices are given in accordance with the provisions of these by-laws, or as required by law; assure the appropriate maintenance of minutes of all board meetings; oversee the maintenance and storage of corporate records; assure that a register of the name, address, and telephone number of each Director is maintained; and in general, perform all duties as may, from time to time, be assigned by the President or the Board.

Treasurer - The Treasurer shall be responsible for reviewing all funds and securities of the Corporation; oversee and approve the agency's accounting procedures; and assure that each JACIL bank account is appropriately maintained, and, in general, perform all the duties incident to the office of Treasurer, and such other duties as may, from time to time, be assigned by the President or the Board. The Treasurer shall, with the appropriate committee, review the annual operating budget, drafted by the Executive Director.

Past-President - The Past-President shall serve as the chairperson of the Nominating Committee, and shall perform other duties and special projects as may be assigned by the President.

Article V

COMMITTEES

Section 1. Executive Committee. The Officers of the organization shall comprise the Executive Committee of the organization. The Executive Committee shall be empowered to act for the Board subject to review by the Board. The Executive Committee shall meet at the call of the President.

Section 2. Other Standing Committees. The following Committees may be composed of officers and members of the Board or may include such outside persons as deemed appropriate by the Board; however, at least two Directors shall serve on each committee.

Development - shall seek ways to increase the discretionary revenues of the Center, including various fund-raising campaigns.

Finance - shall work with the Treasurer to oversee the financial affairs of the Center. The Committee shall be chaired by the Board Treasurer.

Personnel - shall recommend actions on personnel policy, rules and regulations, and shall serve as the final grievance resolution committee as outlined in the personnel policy handbook. The Vice-President of the Board shall serve as chair of the Personnel Committee.

Programs - shall assure that Center programs meet mandatory core functions, including Information and Referral, Peer Counseling, Independent Living Skills and individual and systems Advocacy. Shall assist in the development of the annual and multi-year work plans, goals and objectives, including the development of programs to meet identified needs.

Section 3. Ad Hoc Committees. Ad Hoc committees shall be established by the President or by action of the Board on an as-needed basis to fulfill time-limited, defined functions, or pursue specified activities. The assignment of the Committee shall be specified at the time that it is established.

Section 4. Appointment. The Chairperson and members of each standing or ad hoc committee shall be appointed by the President in consultation with the Executive Director, and with confirmation by the Board. All committee Chairpersons will be selected from among the Board.

Section 5. Term of Office. All Committee members shall serve until the first Board meeting of the fiscal year following their appointment, or until their ad hoc committee is dissolved.

Section 6. Reports. Each committee shall submit activity reports to the Board as needed..

Article VI

EMPLOYEES

Section 1. Employees. The Board may authorize the employment of such full or part-time employees as the Board determines are appropriate to carry out the programs and business of the organization. The compensation and other terms of employment shall be set by the Board, who may enter into contracts of employment with such employees on behalf of the organization. The Board may delegate the duties and responsibilities of employment to the Executive Director.

Section 2. Executive Director. The Board may hire, if it so chooses, an Executive Director who shall serve at the pleasure of the Board for such compensation as the Board may determine. He/she shall have general direction over the operations of the organization as stated in the job description or as authorized by the Board and shall be its official representative. He/She shall comply with Board policies and shall submit to the Board such reports, analyses, statistics, plans, and other information as may be required from time to time, and shall prepare an annual budget draft for review by the Treasurer and approval of the Board. He/She shall attend meetings of the Board and shall attend meetings of the Committees when requested. The Executive Director shall give staff support to the Board and to the Executive Committee. He/She is the only staff person who has line responsibility to the Board. The Board's authority with relationship to the Executive Director shall be exercised only by and through the President of the Board.

Article VII

FISCAL YEAR

The fiscal year of this organization shall be from July 1 through June 30th of each year.

Article VIII

DISSOLUTION DISTRIBUTION

Dissolution and distribution shall be as provided by Illinois law.

Article IX

MISCELLANEOUS

Section 1. Indemnification. The organization shall indemnify any Director, Officer, or former Director or former Officer of the organization against expenses actually and reasonably incurred by him/her in connection with the defense of any action, suit, or proceeding, civil or criminal in which he/she is made a party by reason of being or having been a Director or Officer, as provided by Illinois law.

Section 2. Political Activity. The organization shall not, in any way, use Federally-appropriated funds to pay any person for the purpose of influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding, continuing, modifying or extending of any Federal Agreement, the making of any Federal grant or loan or any cooperative agreement. Further, no Officer, Director or employee may represent before any legislative committee, public body, or media representative that he speaks for or on behalf of the organization without prior permission of the Board granted by resolution adopted thereby or in accordance with previously-established Board position. However, this By-law shall not be construed to limit the right of any official, Director or employee of this organization from appearing before any legislative committee, or other body, at his or her own expense, to testify as to matters affecting the organization.

Section 3. Private Benefit. No part of the net earnings of the organization shall inure to the benefit of any private person or individual except as provided in Article III, Section 16.

Section 4. Parliamentary Procedure. All Board meetings shall be governed by Robert's Rules of Order, the Modern Edition, unless contrary procedure is established by the Articles of Incorporation, these by-laws, standing rules, or by resolution of the Board.

Article X

AMENDMENTS

These by-laws may be altered, amended or repealed and a new set of by-laws adopted by two-thirds (2/3) affirmative vote of the Board. At least ten (10) days prior, written notice setting forth any proposed amendments to these By-laws and the time and place of the meeting where they are to be considered shall be given to all Director.

CERTIFICATION

This is to certify that the foregoing By-laws of the Jacksonville Area Center for Independent Living, Inc. have been duly adopted by the Board of Directors at a meeting held on July 24, 2000, and that these by-laws replace any previously-approved by-laws.

Gary Vines
President

Aug 16, 2000
Date

CAROL ROBINSON
Secretary

July 24, 2000
Date

Annual Report 2002

CENTERS FOR INDEPENDENT LIVING

INJUSTICE ANYWHERE IS A THREAT
TO JUSTICE EVERYWHERE.

Martin Luther King, Jr.

**Where the pursuit of independence
is not just a job, it's a commitment.**



Office of Rehabilitation Services

Jacksonville Area Center for Independent Living

Address: 60 East Central Park Plaza, Jacksonville, Illinois 62650

Phone: (217) 245-8371 VOICE

(217) 245-8371 TTY

Counties Served: Mason, Scott, Cass, and Morgan

Established: October 1996



A class on nutrition and easy meal preparation was one of several classes JACIL staff provided during the year.



The Open House and ADA Celebration in July 2002 allowed us to showcase both our new Mason County office in Havana and the services we can provide.



Eighth-grade students learned about disabilities through simulations and other activities during a two-day disability awareness presentation each May. Here students experiment with lip-reading "bill", "pill", and "mill".



Students from Routt Catholic High School combined symbols such as a wheelchair, a white cane and an I-love-you hand in their abstract mural painted at JACIL as their activity for Make A Difference Day in October 2001.

People Served and Budget FY 2002

Direct Services:	105
Information/Referral:	3,122
Total People Served:	3,227
Public Funding:	
DHS/ORS (Federal):	\$115,701
DHS/ORS(State):	\$298,570
Total:	\$414,271
Private:	\$1,014
Total Budget:	\$415,285



Major Accomplishments FY 2002

JACIL was able to open a satellite office in Havana, primarily to serve Mason County. An Independent Living Specialist has been assigned to that office on a full-time basis, with space available in the office for other staff to meet with consumers and provide training, etc.

With additional funds available through a new Title VII Part C grant, we also were able to employ a full-time Youth Services Specialist whose time is devoted to issues of children and youth with disabilities and their families. First year activities included scheduling three parent workshops and serving as a mentor at the Youth Leadership Summit, as well as individual advocacy.

In addition to TEAM for adults in their early 20's, and TAG, a cross-disability activity group for all ages, a new Deaf Silent Club began meeting. The group develops leadership skills by planning their own outings, starting with a trip to the State Fair.

In response to a request from consumers, JACIL purchased a VERA (Very Easy Reading Appliance) which is available in the office for consumers who want to have documents read to them.

Our ADA celebrations at both office sites and disability awareness activities with many groups provided numerous opportunities for staff to get the independent living philosophy message out to the greater community.

Our Consumers...

Who does a Center for Independent Living serve?

"Cross-disability" is the term that is perhaps best suited to describe the wide range of individuals served by JACIL. The Center serves people with mental, sensory, physical, cognitive and developmental disabilities. JACIL works with each consumer to develop goals specific to their personal independent living needs.

Who qualifies to receive services from JACIL?

Consumers of any age who live in JACIL's service area who have a disability. There are no financial guidelines or limitations and JACIL's services are free. Exceptions and special circumstances sometimes allow JACIL to work with consumers who do not currently live in our four-county service area as well.

Our Mission...

The Jacksonville Area Center for Independent Living (JACIL) is organized to serve people with disabilities in Morgan, Scott, Cass and Mason counties. JACIL is committed to enabling persons with disabilities to gain effective control and direction of their own lives in the home, in the workplace, and in the community. The JACIL goal is to stimulate and promote a growing sense of personal dignity through individualized programs designed to provide the tools necessary for maximum independence and community participation.

JACIL Mission Statement
Adopted 1997

Our Service...

- JACIL can provide assistance in such things as locating housing, seeking employment, applying for benefits and budgeting.
- Special training can be provided for people with disabilities in areas such as cooking, shopping, cleaning and other areas of household management.
- JACIL also provides training for Personal Assistants and for the consumers who use Personal Assistants.
- It is a common misconception that JACIL is a residential program. In fact, JACIL's focus is on the community and the independence of consumers.

What is a C.I.L.?

C.I.L. stands for Center for Independent Living. The best way to define what a C.I.L. does is by looking at its four core functions:

1) Information and Referral

A large volume of the calls received by a C.I.L. are from individuals beginning their search for information regarding what programs are available and appropriate for their specific needs. A C.I.L. avoids duplicating services offered by other agencies in the area, so sometimes a referral to another group is necessary. C.I.L.'s work to meet unmet needs in the areas they serve.

2) Independent Living Skills Training

A C.I.L. has the responsibility of helping consumers acquire the skills they need to meet their goals for living independently in the community.

3) Individual & Systems Advocacy

It is the job of a C.I.L. to inform consumers of their rights as citizens with disabilities and to help make sure their rights are respected. C.I.L.'s have even been involved in legislation to help ensure those rights.

4) Peer Counseling

It is the job of a C.I.L. to offer support to individuals with disabilities. This can be done through support groups run at the C.I.L. or by utilizing existing support systems in the community.

About

JACIL

JACIL is part of a grassroots movement directed toward independence and the empowerment of individuals with disabilities. The majority of the staff and the board of directors are required by federal legislation to be persons with disabilities.

JACIL encourages individuals with or without disabilities to become involved in volunteer activities at the Center. JACIL offers volunteers the choice of many activities and projects as well as flexible scheduling.

JACIL

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Serving Morgan, Scott, Cass
and Mason Counties